

The enclosed list is a sample of the types of information you may want to include. Please customize it to best suit your needs.



Add photos of your house and belongings for insurance purposes.



Remember to update information annually.

To make an appointment to have your documents scanned free of charge onto a thumb drive, contact one of the agencies listed below.



**Washington County  
Office for Aging and  
Disabilities Resources**

383 Broadway  
Fort Edward, NY 12828

Phone: (518) 746-2420  
Fax: (518) 746-2418



**Southern Adirondack  
Independent Living**

71 Glenwood Avenue  
Queensbury, NY 12804

Phone: (518) 792-3537  
Fax: (518) 792-0979

For additional information  
contact Warren County Office  
of Emergency Services  
(518) 761-6240

## Scan Your Emergency Documents

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Having your personal documents and contact information easily available can make your recovery quicker and less stressful after a disaster.



## Household Identification

- Photo ID
- Birth certificate
- Social security card
- Military service
- Marriage certificate
- Divorce decree
- Pet ID tags

### **Purpose:**

- Prove identity of household members
- Maintain or re-establish contact with family members
- Maintain contact with employers
- Apply for FEMA disaster assistance

## Financial and Legal Documentation

- Housing payments
- Insurance policies
- Sources of income
- Tax statements

### **Purpose:**

- Identify financial records and obligations
- Re-establish financial accounts
- Maintain payments and credit
- Provide contact information for financial and legal providers
- Apply for FEMA disaster assistance

## Medical Information

- Physician information
- Copies of health insurance cards
- Immunization records
- Medical history

### **Purpose:**

- Provide doctors with health information if medical care is needed
- Ensure existing care continues uninterrupted

## Household Contacts

- Banking institutions
- Insurance agent
- Health professionals
- Service providers

### **Purpose:**

- Provide contact information for actions to start recovery, such as contacting the insurance company, or contacting utilities about outages and restoration.